

1VAC55-10-10. Purpose and authority.

This chapter establishes public participation guidelines for soliciting input from interested parties in the formation, development and revision of regulations by the Department ~~of Human Resource Management. of Personnel and Training.~~ These guidelines are required under ~~§2.2-4007 9-6.14:7.1~~ of the Code of Virginia (Administrative Process Act). The guidelines do not apply to any regulation adopted on an emergency basis or to other regulations excluded from the operation of Article 2 of the Administrative Process Act under ~~§9-6.14:4.1 C~~ § 2.2-4006 of the Code of Virginia.

Statutory Authority

~~§9-6.14:7.1~~ §2.2-4007 of the Code of Virginia.

Historical Notes

Derived from VR525-01-1 §1, eff. February 23, 1994.

1VAC55-10-20. Definitions.

The following words, when used in this chapter, shall have the following meanings unless the context clearly indicates otherwise:

"Department" means the Department of Human Resource Management.

~~Personnel and Training.~~

"Director" means the director of the Department of Human Resource

Management. ~~Personnel and Training.~~

"Person" means an individual, a corporation, a partnership, an association, a government body, a municipal corporation, or any other legal entity.

Statutory Authority

~~§9-6.14:7.1~~ §2.2-4007 of the Code of Virginia.

Historical Notes

1VAC55-10-30. Initiation of regulation development procedures.

A. Regulation development may be initiated at any time by the department.

B. Any person may petition the department to promulgate new regulations, or to amend, ~~add to, or repeal~~ existing regulations subject to the provisions of § 2.2-4007 (A) of the Administrative Process Act. ~~All petitions shall be considered and~~

~~responded to within 90 days. The petition shall, at a minimum, contain the following information:~~

~~1. Name of petitioner;~~

~~2. Petitioner's mailing address and telephone number;~~

~~3. Petitioner's interest in the proposed action;~~

~~4. The recommended new regulation or addition, deletion or amendment to an existing regulation;~~

~~5. Statement of need and justification for the proposed action;~~

~~6. Statement of impact on the petitioner and other affected persons; and~~

~~7. Supporting documents, as applicable.~~

Statutory Authority

~~§9-6.14:7.1~~ §2.2-4007 of the Code of Virginia.

Historical Notes

Derived from VR525-01-1 §3, eff. February 23, 1994.

1VAC55-10-40. Information dissemination.

A. The department shall prepare and maintain a general information mailing list to include members of its advisory committees, those persons who have indicated an interest in its activities, and those persons who the department believes are interested in its activities.

B. The department shall prepare a regulation development mailing list for each specific regulatory proceeding. The list will be comprised of members of advisory committees, persons from the general information mailing list who express an interest in the proceeding, and such other persons as the department believes to have an interest in the proceeding. This list will be maintained until the conclusion of each proceeding.

C. Persons will be added to the regulation development mailing list as requested, or at the request of the director.

D. The department shall brief all department advisory councils and committees on the proposed regulatory proceeding to determine if they or the various groups and interests they represent want to participate in the regulation development process.

E. At its discretion, the department may schedule public information meetings. If meetings are scheduled, notice shall be published in The Virginia Register as well as in a newspaper of general circulation. The department shall mail notices of

the meetings to persons on the regulation development mailing list and other persons the department determines appropriate. Notices shall include:

1. The subject of the proposed regulation;
2. A request for comments and information regarding the deadline for receiving comments;
3. The name, address, and telephone number of staff persons to contact for further information; and
4. The date, time, and place of the meeting.

Statutory Authority

~~§9-6.14:7.1~~ §2.2-4007 of the Code of Virginia.

Historical Notes

Derived from VR525-01-1 §4, eff. February 23, 1994.

I certify that this regulation is full, true, and correctly dated.

Signature

Sara R. Wilson, Director

Department of Human Resource Management

Date _____